

**DODGE COUNTY LAND RESOURCES AND PARKS COMMITTEE
MINUTES
October 19, 2020**

The Dodge County Land Resources and Parks Committee met on October 19, 2020 at 7:00 p.m. on the 1st Floor of the Administration Building, Juneau, Wisconsin.

Chairman Schaefer called the meeting to order. Roll Call was taken. Members present were Mary Bobholz, Tom Schaefer and Travis Schultz. Larry Schraufnagel was present by phone. Members excused were Allen Behl. The staff present at the request of the Chairman were Bill Ehlenbeck and Joseph Giebel. Chris Planasch, David Addison, and Jason Roy were also present.

Other County Board members in attendance: **None**

The Chairman asked the staff to confirm compliance with the open meeting laws and the public hearing notice requirements. Joseph Giebel noted that the meeting was properly noticed in accord with the open meeting law and noted that the required notices for the public hearings listed on the agenda were posted, mailed and published in accord with the statute and code requirements.

The hearing procedures were read into the record.

PUBLIC HEARING

Preferred Buildings of Watertown, LTD, agent for Randy and Cheryl Maas – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow for the construction of a non-farm single family residence in the A-1 Prime Agricultural Zoning District. The property is located in part of the NW ¼ of the SE ¼, Section 27, Town of Hustisford, the site address being W3950 Elmwood Road.

Motion by Travis Schultz to allow for the construction of a non-farm single family residence in the A-1 Prime Agricultural Zoning District subject to the following conditions:

1. The applicant shall obtain the required Land Use and Sanitary Permits for the proposed residence prior to beginning construction on the residence;
2. Only one single family residential unit may be constructed on the lot unless this lot is successfully rezoned into a zoning district which allows additional residential units;
3. The acreage of the proposed non-farm residence lot shall count towards the total non-farm residential acreage that can be created from the base farm tract for this property;
4. The decision of the Committee shall expire one year after the decision is filed with the Department unless construction has been diligently pursued, a Certificate of Zoning Compliance has been issued, the use is established, or the Conditional Use Permit is renewed, for a period not to exceed one year.

Second by Tom Schaefer Vote 4-0 Motion carried.

PUBLIC HEARING

Jeffrey Butzke, Compass Surveying LLC, agent for David and Dawn Giese – Request for a Conditional Use Permit under the Land Use Code, Dodge County, Wisconsin to allow for the creation of a 2.95-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District. The property is located in part of the SE ¼ of the SW ¼, Section 12, Town of Leroy, the site address being N11339 County Road V.

Motion by Mary Bobholz to allow for the creation of a 2.95-acre nonfarm single family residential lot within the A-1 Prime Agricultural Zoning District subject to the following conditions:

1. The applicant shall obtain the required land division approvals for the proposed lot from the County and local municipalities if required, prior to the creation of these lots;
2. The proposed non-farm residential lot shall not exceed 10.093-acres in area unless the lot is successfully rezoned out of the A-1 Prime Agricultural Zoning District;
3. Only one single family residential unit may be located on the proposed non-farm residential lot unless this lot is successfully rezoned into a zoning district which allows additional residential units;
4. The acreage of the proposed non-farm residential lot shall count towards the total non-farm residential acreage that can be created from the base farm tract for this property;
5. A "Notice of Zoning Limitations" document shall be recorded with the Dodge County Register of Deeds Office for the following parcels which make up the "base farm tract" which notifies the potential buyers of these parcels that there may be limitations as to the number of new lots that can be created from this base farm tract:
028-1316-1234-000; 028-1316-1233-000; 028-1316-1322-000; 028-1316-1321-000;
028-1316-1232-000; 016-1316-1324-000;
6. The owner and subsequent owners of this non-farm residential lot hereby agree to comply with Subsection 9.2, Right to Farm provisions of the Dodge County Land Use Code and that they will not cause unnecessary interference with adjoining farming operations producing agricultural products and using generally accepted agricultural practices, including access to active farming operations;
7. The decision of the Committee shall expire one year after the decision is filed with the Department unless construction has been diligently pursued, a Certificate of Zoning Compliance has been issued, the use is established, or the Conditional Use Permit is renewed, for a period not to exceed one year.
8. The Conditional Use Permit shall also expire upon termination of a project or if the rights granted by the permit are discontinued for 180 consecutive days.

Second by Larry Schraufnagel

Vote 5-0

Motion carried.

TOWN REZONING PETITION

Town Rezoning Petition – F-AN-D LLC – Part of the SW ¼ of the SE ¼, Section 13, Town of Portland, along the west side of Hansen Road. A petition to rezone approximately 2.4-acres of land under the Town of Portland Zoning Ordinance from the A-1 Farmland Preservation Zoning District to the A-2 General Agricultural Zoning District has been submitted by the Town of Portland Town Board to the Dodge County Board of Supervisors for approval. Committee review and recommendation to the County Board.

Motion by Travis Schultz to submit a favorable recommendation to the County Board of Supervisors on the request to rezone approximately 2.4-acres of land under the Town of Portland Zoning Ordinance from the A-1 Farmland Preservation Zoning District to the A-2 General Agricultural Zoning District.

Second by Mary Bobholz Vote 4-0 Motion carried.

TOWN REZONING PETITION

Town Rezoning Petition – Eggert Acres LLC - Part of the SE ¼ of the SE ¼, Section 24, T09N, R13E, Town of Portland, Dodge County, Wisconsin. A petition to rezone approximately 5-acres of land from the A-1 Farmland Preservation Zoning District to the A-2 General Agricultural Zoning District under the Town of Portland Zoning Ordinance, has been submitted by the Town of Portland Town Board to the Dodge County Board of Supervisors for approval. Committee review and recommendation to the County Board.

Motion by Mary Bobholz to submit a favorable recommendation to the County Board of Supervisors on the request to rezone approximately 5-acres of land from the A-1 Farmland Preservation Zoning District to the A-2 General Agricultural Zoning District under the Town of Portland Zoning Ordinance.

Second by Larry Schraufnagel Vote 4-0 Motion carried.

REPORTS

REGISTER OF DEEDS

A. Quarterly Report

Chris Planasch provided the Committee with an update on the Register of Deeds Quarterly Report. She provided a summary report showing the revenue collections for July, August and September and a report showing the monthly comparisons. The staff has been very busy dealing with the increase in document recordings and when time permits, they continue to work on indexing the previously recorded real estate records. Chris is beginning the process to fill an open position within her Department.

LAND INFORMATION

A. Quarterly Report

David Addison provided the committee with an update on the Land Information division quarterly report. The assessment rolls have been completed and have been submitted to the Department of Revenue. The aerials have been received, organized, published, reviewed and returned to the vendor for final production. The drone has been purchased and delivered and the staff is working on obtaining the required licensing and training to operate the drone. A GIS intern has been hired. Revenues received from retained fees are well ahead of budgeted amounts due to very heavy real estate recording activity.

PARK SYSTEM

A. Quarterly Report

Jason Roy provided the Committee with a power point presentation on the Parks division. Jason provided a brief overview of the projects completed this year for each of the parks. The park staff are nearing the end of the park season and are working on doing final clean-up and building preparation for the winter. The water is being turned off and the piers are coming out shortly.

A State inspection was conducted at the parks earlier this summer. An issue that was noted involves the location of some of the camp sites at Astico and Ledge parks in relation to potable water. The sites are required to be located within a certain distance from a potable water source. The non-compliant sites at Astico (2) and Ledge Park (8) will be reviewed to determine what can be done to bring them into compliance.

Projects to be completed by the end of the year will include removal and replacement of a shelter at Astico Park and removal of a shelter at Derge Park. Several projects were completed in the parks this year including replacement of the dump station at Derge along with several pavement and culvert replacement projects. The bid from White Plumbing was accepted for the automatic faucet and hand dryer replacement project at the parks and the project was completed and came in under budget. The old house has been removed and the pole building at Harnischfeger Park is near completion. Several asphalt repair projects and the boardwalk repair/leveling projects were also completed throughout the year. A bridge replacement project and clean-up of the horse trail on the Wild Goose Trail were completed this year.

The staff continues to work with the Tyler Munis asset program to update the parks assets and to tie them into the GIS program files. This is a pilot project for the County Departments and hopefully will be a successful adventure that will be used in the other Departments.

B. Authorize purchase of boardwalk at Ledge Park

Bill Ehlenbeck provided the Committee with an update on the proposed scenic overlook boardwalk plan at Ledge Park. An initial quote from Custom Mfg. of over \$33,000 was received for the boardwalk utilizing the same patented pan style system used at Harnischfeger and Astico Parks. However, to meet the \$28,000 budget for this project, Ehlenbeck proposed the project be modified to utilize Custom Mfg for the pans and hardware, the overlook platform and 80' of boardwalk and then utilize park staff to complete the remaining 120' of the boardwalk. Custom Mfg quote was modified to \$21,028.50 for this proposal. Ehlenbeck estimates \$5,000 - \$6,000 for the balance of materials and construction by park staff.

Motion by Mary Bobholz to move forward with the boardwalk project as proposed and approve the \$21,028.50 proposal from Custom Mfg.

Second by Travis Schultz Vote 4-0 Motion carried

LAND USE / ZONING

A. Quarterly Report

Joe Giebel provided the Committee with a brief update on the code division revenue and activities. The permit application numbers received for the year through the end of September have already met or exceeded the proposed application and revenue numbers budgeted for the year in most categories.

ADMINISTRATION

1. Department Budget Status Report

Bill Ehlenbeck provided the Committee with tables on the Code and Parks Division revenues to date and charts with permitting activity history. Code Division permitting revenues are already at 120% of budgeted revenues for the year. Much of the increased revenue is associated with the cost of construction in 2020 being about 30% higher than 2019 which increases permit fee receipts. Parks revenue is about 84% of budget but strong camping activity over the past few months and a projected strong end of the season should pull the parks revenue to near the budgeted amount by end of the year.

Bill provided the Committee with a report on the "summary of allocated costs" that are being added to the Department budget. These are indirect costs for County central services that are being distributed across all the Departments.

2. The minutes from the October 5, 2020 meeting were reviewed by the Committee.

Motion by Travis Schultz to approve the minutes as written.

Second by Mary Bobholz

Vote: 4-0

Motion carried.

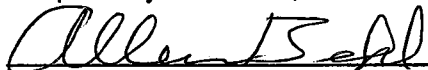
3. No Committee Member Reports

4. No additional Per Diems

Motion by order of the chairman to adjourn the meeting. Motion carried.

Meeting adjourned at 9:03 p.m.

Respectfully Submitted,



Allen Behl, Secretary

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.